



Oak Park Elementary School District 97

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TO: Dr. Carol Kelley, Superintendent of Schools

FROM: Michael Arensdorff, Director of Technology
Therese O'Neill, Asst. Supt. for Finance & Operations

SUBJECT: District Office AV Bid

DATE: March 15, 2016

Names of presenters: Therese O'Neill & Michael Arensdorff

Type of report: Audio Visual Bid Recommendation for new administration building

Report format: Informational report along with in-person report at the board table with first review of AV bid and seeking approval on April 12, 2016

Preview of purpose and content of report: Below and the attached documents will provide an overview of the bid process, bid summary and recommendation for the audiovisual vendor to complete the work on the new administrative building.

Budgetary Impact: \$78,081.68 (less than the budgeted amount)

Data to be presented: March 15th, 2016

District goals aligned with report: Goal Area 4 (Resource Stewardship)

As part of the planning process for the new administrative building District 97 staff have worked with its architects, STR Partners, and TDSi (Technology consultant firm) to construct the audiovisual design. Through this process we have discussed conference rooms, digital displays and most importantly the three large conference/professional learning spaces, which will also be used for board meetings.

From the design we released an RFP bid on Monday, January 18th, 2016 and held the bid opening on Tuesday, February 2nd, 2016. During the bid opening we had four vendors submit bids to complete the work for all AV needs defined in the RFP. Following the bid opening, TDSi, along with our District 97 staff, reviewed all proposals. It was identified that the low bidder missed a digital display and cabling component that totaled \$3,106.47. TDSi spoke to them, Pace Systems acknowledged the oversight and communicated they would complete all work for the price that they delineated in its bid document (\$78,081.68). The second and third priced bidders were about \$40,000 more

than Pace and the fourth bidder was approximately \$60,000 more than Pace's submitted bid.

As you will see in the attached document that provides more detail than included in TDSi's cover letter, they are fully confident that Pace Systems can perform this project well and have further recommended that District 97 award the project to Pace Systems. The Assistant Superintendent of Finance & Operations and I also support this recommendation. This work falls within the budgeted amount for the AV project and is \$9,000 less than our original estimates from TDSi and the originally Administration building budgeted amount.

Attached is a two-page document. First, is the recommendation letter from TDSi. The second page is the bid summary of all four vendors.